

## PROGRAM VII: INSURANCE, RESERVES AND MISCELLANEOUS

### SUMMARY OF APPROPRIATIONS AND REVENUES

Agency	Agency Name	FY 2002-2003 Appropriations	FY 2002-2003 Revenue	FY 2002-2003 Net County Cost
004	Miscellaneous	151,897,7054	122,027,083	29,870,621
056	Employee Benefits	6,941,016	3,793,916	3,147,100
099	Provision for Contingencies	5,000,000	0	5,000,000
100	General Fund	0	566,079,270	(566,079,270)
	GENERAL FUND TOTAL	163,838,720	691,900,269	(528,061,549)
13A	Litigation Reserve - Escrow Agent FTCL	183,796	183,796	0
14A	Option B Pool Participants Registered Warrants	1,020,948	1,020,948	0
14C	Class B-27 Registered Warrants	202,154	202,154	0
14F	Deferred Compensation Reimbursement (CEO)	7,765,791	7,765,791	0
14X	Tobacco Settlement	2,172,000	2,172,000	0
14Y	Indemnification Reserve	1,183,456	1,183,456	0
14Z	Litigation Reserve	3,259,216	3,259,216	0
15S	Designated Special Revenue	54,861,886	54,861,886	0
15Z	Plan of Adjustment Available Cash	4,774,213	4,774,213	0
289	Information & Technology Internal Service Fund	48,343,308	48,343,308	0
291	Unemployment Insurance Internal Service Fund	4,740,108	4,740,108	0
292	County Indemnity Health Internal Service Fund	60,278,157	60,278,157	0
293	Workers' Compensation Internal Service Fund	35,827,911	35,827,911	0
294	Property and Casualty Risk Internal Service Fund	34,466,112	34,466,112	0
295	Retiree Medical Internal Service Fund	46,271,424	46,271,424	0
296	Transportation Internal Service Fund	22,610,729	22,610,729	0
297	Reprographics Internal Service Fund	4,641,605	4,641,605	0
298	Self-Insured Benefits Internal Service Fund	6,738,808	6,738,808	0
	NON-GENERAL FUND TOTAL	339,341,622	339,341,622	0
	TOTAL MISC., RES., & ISFS	503,180,342	1,031,241,891	(528,061,549)

## 004 - MISCELLANEOUS

### Operational Summary

#### Description:

This budget unit is a compilation of miscellaneous General Fund activities that includes: General Fund transfer to OCERS, General Fund transfer to I.S.F.'s for purchase of new equipment which exceeds accumulated depreciation, General Fund reserve related to the County's Strategic Financial Plan, revenues related to SB90, General Fund reimbursement from County Retirement holdings and County General overhead applied to other funds (CWCAP).

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	22,905,704
Total Final FY 2002-2003 Budget:	151,897,704
Percent of County General Fund:	6.30%
Total Employees:	0.00

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

The FY 2002-03 budget includes \$35.5 million to be transferred to Fund 14V for Debt Prepayment, \$8.8 million to be transferred to Fund 15G for Affordable Housing (2001 Strategic Financial Plan - Scenario 4) and \$445,000 to be transferred to Harbors, Beaches and Parks (2001 Strategic Financial Plan - Scenario 4).

#### Changes Included in the Base Budget:

In accordance with the 2002 Strategic Financial Plan, the FY 2002-03 budget includes \$4.1 million to be transferred to the 800 MHz Countywide Coordination Communications System for project construction.

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	59,210,725	56,975,439	52,064,179	122,027,083	69,962,903	134.38
Total Requirements	15,764,017	71,790,648	22,983,598	151,897,704	128,914,106	560.90
Net County Cost	(43,446,708)	14,815,209	(29,080,580)	29,870,621	58,951,201	-202.72

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Miscellaneous in the Appendix on page 676.

## 056 - EMPLOYEE BENEFITS

### Operational Summary

#### Description:

Employee Benefits administers a wide variety of self-funded benefits and group insurance plans for County employees and retirees.

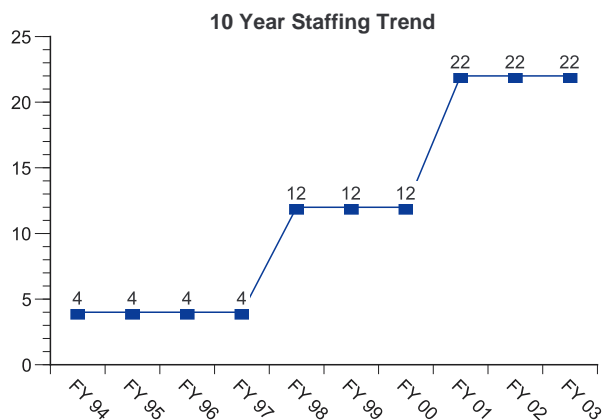
#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	4,907,900
Total Final FY 2002-2003 Budget:	6,941,016
Percent of County General Fund:	0.29%
Total Employees:	22.00

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- In January 2002 Employee Benefits implemented several benefit enhancements developed through the County's collaborative Labor Management Benefits Committee. Enhancements included the addition of chiropractic care in the HMO health plans, Preventive Care in the PPO health plans, and an employee Health Care Reimbursement Program that allows employees to contribute pre-tax dollars for reimbursement of eligible health expenses.

#### Ten Year Staffing Trend:



#### Ten Year Staffing Trend Highlights:

- No significant changes in staffing.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

The Employee Benefits department supports Board of Supervisor adopted strategic priorities as they relate to the implementation and administration of employee benefits.

## Changes Included in the Base Budget:

No significant changes.

## Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Positions	-	22	22	22	0	0.00
Total Revenues	2,612,882	3,029,468	2,964,750	3,793,916	829,165	27.97
Total Requirements	4,548,900	5,462,306	4,875,876	6,941,016	2,065,139	42.35
Net County Cost	1,936,018	2,432,838	1,911,126	3,147,100	1,235,973	64.67

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Employee Benefits in the Appendix on page 677.

## 099 - PROVISION FOR CONTINGENCIES

### Operational Summary

#### Description:

Provide for unexpected expenditures that result from natural catastrophes, major economic downturn etc.

#### Strategic Goals:

- Maintain a \$5 million contingency appropriation while increasing the reserve by \$1 million per year. In FY 2002-2003 total provision for contingency will be \$23 million, \$5 million in appropriations and \$18 million held in reserve. See also Fund 100 Fund Level Transactions.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	0
Total Final FY 2002-2003 Budget:	5,000,000
Percent of County General Fund:	0.21%
Total Employees:	0.00

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

Provide an appropriation reserve for unexpected expenditures, e.g., as a result of natural catastrophes. The 2002 Strategic Financial Plan includes an increase to the total contingency of \$1 million for five years.

#### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Requirements	0	6,000,000	0	5,000,000	5,000,000	0.00
Net County Cost	0	6,000,000	0	5,000,000	5,000,000	0.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Provision for Contingencies in the Appendix on page 678.

## 100 - GENERAL FUND

### Operational Summary

#### Description:

Support the Activities of the General Fund.

Beginning in 1998-99 funds have been reserved for Strategic Priorities approved in the various Strategic Financial Plan. There are two reserves for strategic priorities: one for Construction and Maintenance and one for Operations. The reserves are increased when the Board of Supervisors allocates Fund Balance Available to them and decreased when the reserves are reduced, as planned, to fund implementation of strategic priorities. The reserve for Construction and Maintenance currently has a balance of \$35.1 million and the reserve for Operations has a balance of \$74.0 million. Additionally there is a reserve for Contingencies which has a current balance of \$22 million (see Agency 099).

For the FY 2002-03 budget, the reserve for Construction and Maintenance is reduced by \$32.7 million to fund an increase in Debt Prepayment Fund 14V of the same amount. This increase to the debt reduction effort is made possible by an alternative funding plan (see Fund 15C) for the construction of the Theo Lacy Branch Jail Building "B". The resulting reserve balance is \$1.4 million.

The 2002-03 budget also reflects a decrease to strategic priority operations reserve of about \$29 million which is used to fund specific strategic priorities in various agencies. The resulting balance will be about \$45 million.

The Reserve for Contingencies is increased by \$1 million to \$23 million in accordance with the 2002 Strategic Financial Plan.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	106,140,482
Total Final FY 2002-2003 Budget:	1,000,000
Percent of County General Fund:	0.04%
Total Employees:	0.00

#### Strategic Goals:

- Reserve a portion of the General Fund 100, Agency 100 year-end fund balance for use in subsequent years to fund the Net County Cost of strategic priorities identified in the 2002 Strategic Financial Plan. Increase reserve for contingencies (see Agency 099) by \$1 million per budget year.

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- On October 30, 2001, the Board of Supervisors approved the 2002 Strategic Financial Plan and put \$30 million from unallocated Fund Balance into the Strategic Priority reserve.

## Budget Summary

### Plan for Support of the County's Strategic Priorities:

The reserves will be drawn down as needed to provide general purpose funding for the construction and operation of the Strategic Priorities identified in Scenario 4 of the 2001 Strategic Financial Plan.

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	0	0	0	0	0	0.00
Total Requirements	0	1,500,000	0	1,000,000	1,000,000	0.00
Net County Cost	0	1,500,000	0	1,000,000	1,000,000	0.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: General Fund in the Appendix on page 679.

### Budget Units Under Agency Control

No.	Agency Name	County General Fund Reserve	County General Fund	Total
100	County General Fund-Level Transactions	1,000,000	0	1,000,000
	Total	1,000,000	0	1,000,000

## 13A - LITIGATION RESERVE - ESCROW AGENT FTCl

### Operational Summary

#### Description:

To pay future expenses, fees and other charges incurred by the Representative's Escrow Agent (under the County's Bankruptcy Plan of Adjustment), the Fiduciary Trust Company International, as required by court order for the distribution of bankruptcy related litigation proceeds.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	190
Total Final FY 2002-2003 Budget:	183,796
Percent of County General Fund:	N/A
Total Employees:	0.00

### Budget Summary

#### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	173,110	181,345	178,375	183,796	5,420	3.04
Total Requirements	205	181,345	190	183,796	183,605	96,583.85
Balance	172,905	0	178,185	0	(178,185)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Litigation Reserve - Escrow Agent FTCl in the Appendix on page 680.

#### Highlights of Key Trends:

- It is anticipated that this fund will be closed in 2002-2003 once settlement with the Internal Revenue Service is reached.



## 14A - OPTION B POOL PARTICIPANTS REGISTERED WARRANTS

### Operational Summary

#### Description:

This fund records available revenues and payments to the Option "B" pool participants for registered warrants issued to them under the Option B pool participant agreement.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	1,060,050
Total Final FY 2002-2003 Budget:	1,020,948
Percent of County General Fund:	N/A
Total Employees:	0.00

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- The annual payment was processed to Option "B" pool participants as required by the agreement.

**OPTION B REGISTERED WARRANTS** - This fund records available revenues and payments to the Option "B" pool participants for registered warrants issued under the Option "B" pool participant agreement.

### Budget Summary

#### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	1,123,015	1,071,698	1,072,328	1,020,948	(51,380)	-4.79
Total Requirements	1,112,037	1,071,698	1,060,049	1,020,948	(39,101)	-3.69
Balance	10,978	0	12,279	0	(12,279)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Option B Pool Participants Registered Warrants in the Appendix on page 681.

## 14C - CLASS B-27 REGISTERED WARRANTS

### Operational Summary

#### Description:

Certain tort claims which existed prior to the County's filing for Chapter 9 Bankruptcy Protection in December 1994 are classified as "B27 Claims". This fund records available revenues and payments for Class B27 claims as required under the County's Second Amended Modified Plan of Adjustment (Bankruptcy Recovery Plan).

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	0
Total Final FY 2002-2003 Budget:	202,154
Percent of County General Fund:	N/A
Total Employees:	0.00

### Budget Summary

#### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	2,022	202,125	2,085	202,154	200,068	9,593.36
Total Requirements	1	202,125	0	202,154	202,153	39,637,940.00
Balance	2,021	0	2,084	0	(2,084)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Class B-27 Registered Warrants in the Appendix on page 682.

## 14F - DEFERRED COMPENSATION REIMBURSEMENT (CEO)

### Operational Summary

#### Description:

The Deferred Compensation Reimbursement Fund was established to make payments pursuant to the Fixed Fund Retirement contract with Nationwide Life Insurance Company.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	295,147
Total Final FY 2002-2003 Budget:	7,765,791
Percent of County General Fund:	N/A
Total Employees:	0.00

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- In December 2001, after a successful bid process, the Deferred Compensation Committee, which is made up of labor and management employees, selected a new administrator for the County's 457, 401(a) and 3121 Deferred Compensation plans. The new contract was approved by the Board of Supervisors and results in elimination of asset fees improved employee communication, customer services and investment offerings.

### Budget Summary

#### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	7,960,399	7,732,458	7,890,223	7,765,791	(124,432)	-1.58
Total Requirements	352,463	7,732,458	295,146	7,765,791	7,470,644	2,531.16
Balance	7,607,936	0	7,595,076	0	(7,595,076)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Deferred Compensation Reimbursement (CEO) in the Appendix on page 683.

## 14X - TOBACCO SETTLEMENT

### Operational Summary

#### Description:

To budget for Board approved uses of the County's share of the national tobacco settlement received before July 1, 2001.

In 1998 forty-six States including California, three territories and the District of Columbia concluded an agreement with the major tobacco companies in settlement of outstanding litigation. As part of the settlement, the tobacco companies are required to make payments to the States. California's share, after adjustments for certain specific litigants, is split 50-50 with the counties. Orange County's share is estimated to be \$30 - \$38 million per year in perpetuity. On November 7, 2000, the voters of Orange County overwhelmingly approved Measure "H". Measure "H" approved an ordinance that restricts the use of Tobacco Settlement Revenue (TSR) received after July 1, 2001. (see Fund 13N)

The FY 2002-2003 budget for this fund reflects the carryover of unspent funds allocated by Board action on December 5, 2000. The Board allocated FY 2000-2001 TSR, \$28.4 million, as follows: 50% for health care initiatives including \$1.2 million for an ocean water quality monitoring lab and the remaining 50% allocated as follows: \$5.4 million for the Phase III Theo Lacy Branch Jail expansion, \$1.3 million to reimburse the County General Fund for a 60 bed secured substance abuse rehabilitation pilot program at the Theo Lacy Branch Jail and \$7.5 million for debt reduction.

Still unspent is the allocation of \$1.2 million for a Water Quality Lab and approximately \$1.0 million in Health Care Agency items.

When the carryover from FY 2001-2002, about \$2.2 million is expended, this fund will be closed out.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	7,871,999
Total Final FY 2002-2003 Budget:	2,172,000
Percent of County General Fund:	N/A
Total Employees:	0.00

#### Strategic Goals:

- To use Tobacco Settlement Revenue (TSR) received in FY 2000-2001 to fund program allocations (the "50-50" plan) made by the Board of Supervisors on December 5, 2000. The health care priorities that are funded from the FY 2000-2001 TSR were specifically selected by the Health Care Agency, with community input, to assure continuity with programs authorized under local initiative Measure "H" which went into effect on July 1, 2001. See Fund 13N.

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- Funded approved Health Care Agency programs.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

Use the remainder of the Tobacco Settlement Revenue

received during FY 2000-2001 for health priorities as well as debt reduction as identified by the Board of Supervisors on December 5, 2000.

## Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	28,433,040	5,562,000	10,865,888	2,172,000	(8,693,888)	-80.01
Total Requirements	17,866,792	5,562,000	7,871,999	2,172,000	(5,699,999)	-72.41
Balance	10,566,248	0	2,993,889	0	(2,993,889)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Tobacco Settlement in the Appendix on page 684.

## 14Y - INDEMNIFICATION RESERVE

### Operational Summary

#### Description:

To provide for indemnification of the Representative and others under the County's Second Amended Modified Plan of Adjustment (Bankruptcy Recovery Plan) as required by court order for the distribution of bankruptcy related litigation proceeds. If funds remain at the end of FY 2009-2010, balances will be distributed by the County in accordance with the Bankruptcy Recovery Plan.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	1,180
Total Final FY 2002-2003 Budget:	1,183,456
Percent of County General Fund:	N/A
Total Employees:	0.00

### Budget Summary

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	1,074,728	1,139,062	1,107,417	1,183,456	76,038	6.87
Total Requirements	1,272	1,139,062	1,180	1,183,456	1,182,275	100,173.34
Balance	1,073,456	0	1,106,237	0	(1,106,237)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Indemnification Reserve in the Appendix on page 685.

## 14Z - LITIGATION RESERVE

### Operational Summary

#### Description:

To provide a reserve for potential litigation costs incurred by the Representative under the County's Bankruptcy Plan of Adjustment (Bankruptcy Recovery Plan) as required by court order for the distribution of bankruptcy related litigation proceeds. If funds remain at the end of FY 2009-2010, balances will be distributed by the County in accordance with the Bankruptcy Recovery Plan.

#### Final Budget and History:

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	6,624,022
Total Final FY 2002-2003 Budget:	3,259,216
Percent of County General Fund:	N/A
Total Employees:	0.00

### Budget Summary

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	3,069,611	3,161,243	9,783,630	3,259,216	(6,524,414)	-66.69
Total Requirements	3,633	3,161,243	6,624,021	3,259,216	(3,364,805)	-50.80
Balance	3,065,978	0	3,159,608	0	(3,159,608)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Litigation Reserve in the Appendix on page 686.

## 15S - DESIGNATED SPECIAL REVENUE

### Operational Summary

#### Description:

To provide cash for intra/inter fund cashflow loans and to fund strategic priorities identified in the County's Strategic Financial Plan.

On May 12, 1998, the Board approved the strategy in the 1998 Strategic Financial Plan which programmed the use of cash in this fund to pay for one-time costs such as jail construction. When the cash in this fund is insufficient for cashflow loans, another source (e.g., short term market borrowing) will be developed. As with any long-term plan, the Board could re-program the funding toward different uses should priorities change or if funding is needed to address other financial issues.

Available in the FY 2002-2003 budget are appropriations for projects to remedy deferred maintenance and Americans with Disabilities Act deficiencies, a new regional animal care facility and workforce issues. Should the Board of Supervisors approve projects to address court space needs in South Orange County, there are sufficient monies in this fund for the necessary appropriations.

On February 26, 2002, the Board of Supervisors authorized a transfer of \$25,259,480 from this fund to 15C, for the construction of Theo Lacy Jail Expansion Building "b". The transfer to 15C will be reimbursed from the Public Safety share of the Tobacco settlement revenue over the next 5 years. For further information, see Fund 15C in Program V.

A portion of the appropriations for projects to remedy deferred maintenance and Americans with Disabilities Act deficiencies are carried over from FY 2001-2002. Recent increases in resources in the Public Facilities and Resources Department are expected to accelerate design and construction of these projects.

There is sufficient cash projected to be available in this fund during FY 2002-2003 to make necessary cashflow loans, however as a back up, the Auditor-Controller has identified additional sources for cashflow loans in FY 2002-2003.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	26,986,746
Total Final FY 2002-2003 Budget:	54,861,886
Percent of County General Fund:	N/A
Total Employees:	0.00

#### Strategic Goals:

- Provide a source of funding for specific strategic priorities identified by the Board in the 1998 Strategic Financial Plan, confirmed in subsequent plan updates and committed to in annual County budgets.

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- Besides funding approved deferred maintenance projects and projects to remedy Americans with Disabilities Act deficiencies, \$25.3 million was loaned from Fund 15S to Fund 15C for the construction of the Theo Lacy Branch jail expansion Building "B". The Public Safety share of the Tobacco Settlement Revenue will be used to repay Fund 15S. See Fund 13N. For FY 2002-2003, \$7.1 million will be transferred from Fund 13N.



## Budget Summary

### Plan for Support of the County's Strategic Priorities:

Money in this fund is programmed for use over the next four years for strategic priorities as originally identified in the 1998 Strategic Financial Plan. The Board reviews the strategic priorities on an annual basis and may reallocate funding to meet current needs during the budget process.

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	88,142,359	74,412,381	73,966,676	54,861,886	(19,104,790)	-25.83
Total Requirements	14,175,683	74,412,381	26,986,746	54,861,886	27,875,139	103.29
Balance	73,966,676	0	46,979,930	0	(46,979,930)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Designated Special Revenue in the Appendix on page 687.

## 15Z - PLAN OF ADJUSTMENT AVAILABLE CASH

### Operational Summary

#### Description:

This fund records the use of the annual excess of diverted revenues needed to meet the debt service requirements of the 1996 Recovery Certificates of Participation (see Fund 100, Agency 016) and the annual obligation to issue County Warrants to Option B Pool Participants (see Fund 14A). The money in this fund is used to amortize bankruptcy related losses to County Administered Accounts in accordance with the Second Amended Modified Plan of Adjustment.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	10,128,591
Total Final FY 2002-2003 Budget:	4,774,213
Percent of County General Fund:	N/A
Total Employees:	0.00

### Budget Summary

#### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	22,194,463	10,489,169	13,175,941	4,774,213	(8,401,728)	-63.77
Total Requirements	12,065,413	10,489,169	10,128,591	4,774,213	(5,354,378)	-52.86
Balance	10,129,050	0	3,047,350	0	(3,047,350)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Plan of Adjustment Available Cash in the Appendix on page 688.

## 289 - INFORMATION & TECHNOLOGY INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The mission of the Information and Technology Internal Service Fund is to provide leadership to develop the County's data, network and telecommunications infrastructures, and to provide voice and data services to County agencies and departments.

#### Strategic Goals:

- Continue to effectively manage and monitor the ACS Information and Technology contract.
- Implement a strategy for addressing IBM mainframe capacity and other technology issues. Pursue expansion of County Data Center.
- Migrate remaining departments not online to the County ATM system.

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- Completed major upgrades to the Countywide voicemail system, voice and data integration, and telecommunications infrastructure.
- Effectively monitored and managed the first year of the new Affiliated Computer Services (ACS) Data Center management contract. Implemented financial and architectural planning for the Data Center expansion.
- Added several departments to the County's ATM system. Expanded and strengthened the County Enterprise Network infrastructure.
- Successfully combined the Telephone ISF and Data Systems General Fund Agency into the Information and Technology ISF.

**INFORMATION & TECHNOLOGY ISF** - The Information and Technology Internal Service Fund is responsible for overseeing and coordinating efforts for the provision of an overall Countywide information technology infrastructure. The department is responsible for the County Telephone Sys-

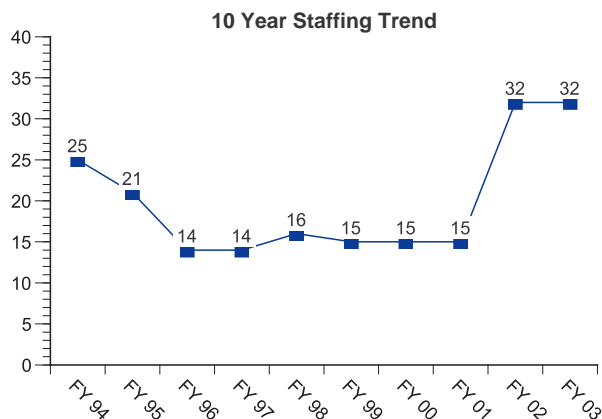
#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	41,144,451
Total Final FY 2002-2003 Budget:	48,343,308
Percent of County General Fund:	N/A
Total Employees:	32.00

tem (OCTNET), coordination of other voice services such as voice mail, as well as data services such as the operation of

the County Data Center, applications services and network services. The department directs and manages services which are provided through an information and technology contract with Affiliated Computer Services and their sub-contractor, SBC Communications.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- The FY 2001-2002 staffing increase reflects the consolidation of the Data Systems Division and the Telephone ISF to form the Information and Technology ISF. No new positions were created. In Fiscal Year 2002-2003, one position will be transferred from CEO/Information and Technology to CEO/Purchasing.

## Budget Summary

### Plan for Support of the County's Strategic Priorities:

Information and Technology will continue to research, develop, and implement technology strategies that will enhance departments' abilities to automate diverse functions, improve operational efficiencies and services to the community, and coordinate Countywide data communications. Projects include promoting increased departmental utilization of technology, support of CEO systems such as AHRS (human resources system), Virtual Applications, the County Data Warehouse, the BRASS budgeting system, and an online Purchasing system.

### Changes Included in the Base Budget:

One position will be transferred from CEO/Information and Technology to CEO/Purchasing. CEO/Information and Technology will assume financed payments for the Telecommunications Upgrade.

## Approved Budget Augmentations and Related Performance Results:

Unit/Amount	Description	Performance Plan	Ref. Num.
<b>Add 1 Chief Technology Officer</b> <b>Amount: \$ 146,074</b>	Provide intense oversight of operational issues arising from day-to-day info. technology support.	CIO and CTO will meet w/ each Dept. 2x/yr to discuss info. tech. support and strategic direction.	289-001

## Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Positions	-	32	31	32	1	3.23
Total Revenues	21,107,603	47,378,333	46,214,820	48,343,308	2,128,487	4.61
Total Requirements	14,594,857	47,378,333	54,987,607	48,343,308	(6,644,299)	-12.08
Balance	6,512,746	0	(8,772,787)	0	8,772,787	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Information & Technology Internal Service Fund in the Appendix on page 689.

**Highlights of Key Trends:**

- Processing utilization has been less stable than in the past. Therefore, the department has implemented a strategy to increase its flexibility to meet fluctuating customer demand for processing capacity. The use of

web services, wireless technology, the internet and the intranet has increased dramatically and the department is supporting this technology by implementing enhancements to the Countywide Networks.

## 291 - UNEMPLOYMENT INSURANCE INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The Unemployment Internal Service Fund (ISF) provides for self insurance of unemployment claims, administrative fees and related programs associated with the State mandated unemployment insurance program.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	1,981,411
Total Final FY 2002-2003 Budget:	4,740,108
Percent of County General Fund:	N/A
Total Employees:	0.00

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	7,034,539	4,573,983	7,593,722	4,740,108	(2,853,614)	-37.58
Total Requirements	496,845	4,573,983	1,957,661	4,740,108	2,782,446	142.13
Balance	6,537,694	0	5,636,061	0	(5,636,061)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Unemployment Insurance Internal Service Fund in the Appendix on page 692.

### Highlights of Key Trends:

- Recent legislation has resulted in an increase in the weekly unemployment benefit amount as well as a federal extension in the benefit period. Increases in the weekly benefit amount will occur each year from 2002 through 2005.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

Cooperate in meeting the overall mission of the County Executive Office.

#### Changes Included in the Base Budget:

No significant changes.

## 292 - COUNTY INDEMNITY HEALTH INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The County Indemnity Health Internal Service Fund (ISF) provides for self insurance of health benefits and administrative fees associated with claims from employees, retirees, and their dependents enrolled in the Preferred Choice, Well-wise, and Sharewell PPO health plans.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	52,322,668
Total Final FY 2002-2003 Budget:	60,278,157
Percent of County General Fund:	N/A
Total Employees:	0.00

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	47,739,020	49,221,094	52,323,275	60,278,157	7,954,881	15.20
Total Requirements	43,232,046	49,221,094	52,323,275	60,278,157	7,954,881	15.20
Balance	4,506,974	0	0	0	0	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: County Indemnity Health Internal Service Fund in the Appendix on page 693.

### Highlights of Key Trends:

- Health plan costs for medical and hospital care and prescription drugs continue to rise significantly each year. These rising costs are reflected in increasing health plan rates for County health plans as well as other employers.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

Cooperate in meeting the overall mission of the County Executive Office.

#### Changes Included in the Base Budget:

No significant changes.

## 293 - WORKERS' COMPENSATION INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The Workers' Compensation Internal Service Fund is a division of the CEO/Office of Risk Management whose mission is to preserve and protect the human and capital assets of the County of Orange.

#### Strategic Goals:

- It is the goal of the Workers' Compensation Program to provide state-mandated benefits to injured County employees and to ensure that all state and federal requirements are met or exceeded. This program also integrates workers' compensation benefits with specific benefits within labor agreements.
- The program strives to provide a safe environment for both County employees and members of the public who visit County facilities and receive County services through its pro-active Safety and Loss Prevention and Anti-Fraud and Loss Prevention programs. This strategy compliments current efforts to reduce the total cost of risk.

#### Key Outcome Measures:

Performance Measure	2001 Business Plan Results	2002 Business Plan Target	How are we doing?
<b>THE COST OF RISK</b> <b>What:</b> Actual cost of claims, commercial insurance and administration per \$1,000 of County revenue. <b>Why:</b> Efficient management of the Cost of Risk frees up funds for other strategic uses.	Orange County's Cost of Risk is \$7.66 per \$1,000 of revenue	Maintain the County's Cost of Risk at or below the annually published industry median cost.	Orange County's Cost of Risk is 13% below the industry's median cost of \$8.83 per \$1,000 of revenue.

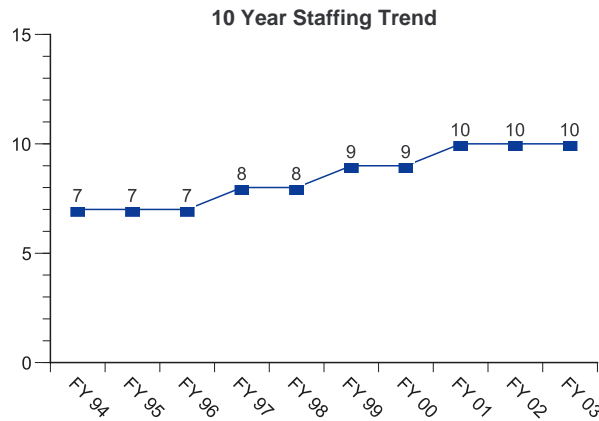
#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- Increased the use of technology through the provision of on-line access to the State's Employer's Report of Occupational Injury/Illness.
- Increased Safety Inspections throughout the County by 30% over the previous fiscal year.
- Actively supported legislative efforts to mitigate the increased costs of Workers' Compensation.
- Used online training registration to increase employee participation.



**WORKERS COMPENSATION ISF** - Workers' Compensation insurance and claim administration, Safety and Loss Prevention, and Anti-Fraud and Loss Prevention.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- Overall expansion and increasing claims administration responsibilities of the program required additional staff.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

Support the overall mission of the County Executive Office.

#### Changes Included in the Base Budget:

Increased cost of current self-insured and commercial insurance purchases.

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Positions	-	10	10	10	0	0.00
Total Revenues	25,830,581	30,050,526	29,793,389	35,827,911	6,034,521	20.25
Total Requirements	25,844,350	30,050,526	29,776,351	35,827,911	6,051,559	20.32
Balance	(13,769)	0	17,038	0	(17,038)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Workers' Compensation Internal Service Fund in the Appendix on page 693.

### Highlights of Key Trends:

- Continuing increase in size of the population served by the Workers' Compensation Program.
- Medical cost inflation.
- Impact of legislative and regulatory changes has resulted in significantly increased costs.

## 294 - PROPERTY AND CASUALTY RISK INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The Property & Casualty Risk Internal Service Fund is a division of the CEO/Office of Risk Management whose mission is to preserve and protect the human and capital assets of the County of Orange.

#### Strategic Goals:

- It is the goal of the Property & Casualty Risk Internal Service Fund to reduce costs associated with property damage, personal injury, and litigation management. This goal is achieved by acquiring commercial insurance, effective claims management, prudent administration of the self-insured Liability Program, and providing risk assessment and risk avoidance consultation services.
- Another significant goal is to ensure that individuals with disabilities can fully participate in and benefit from public services (ADA II). The County is committed to providing access to public services to all clients of the County of Orange.

#### Key Outcome Measures:

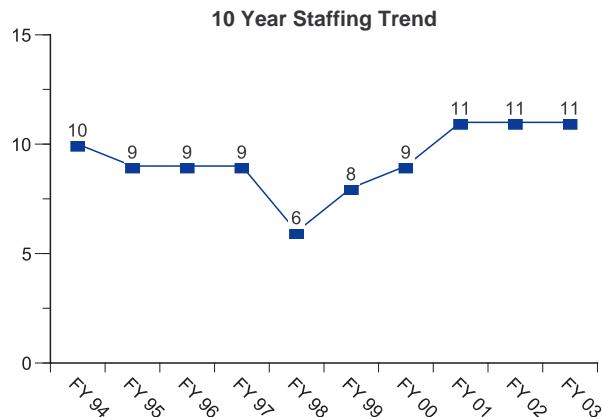
Performance Measure	2001 Business Plan Results	2002 Business Plan Target	How are we doing?
<b>THE COST OF RISK</b> <b>What:</b> Actual cost of claims, commercial insurance and administration per \$1,000 of County revenue. <b>Why:</b> Efficient management of the Cost of Risk frees up funds for other strategic uses.	Orange County's Cost of Risk is \$7.66 per \$1,000 of revenue	Maintain the County's Cost of Risk at or below the annually published industry median cost.	Orange County's Cost of Risk is 13% below the industry's median cost of \$8.83 per \$1,000 of revenue.

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- Revised method of financial reporting to improve fiscal management and planning.
- Successfully placed commercial insurance in a challenging market.
- Increased individual consultations on contract structure, insurance requirements, and program design to reduce risk of loss.
- Trained 148 deputy purchasing agents and contract managers in use of insurance in contracts to protect County assets.
- Completed competitive process for the Board of Supervisors appointed liability defense panel.
- Continued County-wide ADA II coordination activities, including support of the Public Services Access Advisory Committee for the Board of Supervisors.
- Increased ADA II support services to the public.

**PROPERTY & CASUALTY RISK ISF** - The Property & Casualty Risk ISF administers and manages the County's Liability Claims Management Program, the Insurance and Financial Management Program, and the Americans with Disabilities Act (ADA II) Program.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- Overall expansion in case complexity, shortened time frames for claim management and increasing responsibilities of the program required additional staff.

## Budget Summary

### Plan for Support of the County's Strategic Priorities:

Support the overall mission of the County Executive Office.

### Changes Included in the Base Budget:

Reduced costs for self-insured liability and increased commercial insurance premium costs.

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Positions	-	11	11	11	0	0.00
Total Revenues	3,689,802	15,551,394	36,023,986	34,466,112	(1,557,874)	-4.32
Total Requirements	5,507,342	15,551,394	12,641,275	34,466,112	21,824,836	172.65
Balance	(1,817,540)	0	23,382,711	0	(23,382,711)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Property and Casualty Risk Internal Service Fund in the Appendix on page 698.

### Highlights of Key Trends:

- FY 2002-03 requirements have increased because retained earnings are being appropriated to present a balanced budget.
- Increasing complexity of liability claims particularly for employment related claims.
- Continuing cost increases in commercial insurance coverage (up 54% from prior year).

## 295 - RETIREE MEDICAL INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The Retiree Medical Internal Service fund (ISF) provides for retiree health insurance under the retiree medical insurance program.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	11,808,040
Total Final FY 2002-2003 Budget:	46,271,424
Percent of County General Fund:	N/A
Total Employees:	0.00

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	37,122,580	41,337,095	41,141,644	46,271,424	5,129,779	12.47
Total Requirements	12,097,166	41,337,095	11,808,039	46,271,424	34,463,384	291.86
Balance	25,025,414	0	29,333,604	0	(29,333,604)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Retiree Medical Internal Service Fund in the Appendix on page 701.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

Cooperate in meeting the overall mission of the County Executive Office.

#### Changes Included in the Base Budget:

No significant changes.

## 296 - TRANSPORTATION INTERNAL SERVICE FUND

### Operational Summary

#### Description:

To provide high quality vehicle maintenance and transportation services to user departments in a timely and cost efficient manner.

#### Strategic Goals:

- Provide efficient vehicle repair and maintenance services to user departments using the most cost effective blend of County staff and outside contract resources.

#### Key Outcome Measures:

Performance Measure	2001 Business Plan Results	2002 Business Plan Target	How are we doing?
<b>INTERNAL SERVICES-TRANSPORTATION: ACHIEVE 90% VEHICLE FLEET AVAILABILITY.</b> <b>What:</b> Provide fleet vehicle & equipment emergency response capabilities to PFRD & other County dept. <b>Why:</b> Fleet vehicles & vehicle maintenance services required by PFRD & other County depts.	Achieved 90% vehicle fleet availability.	Will achieve 90% vehicle fleet availability.	On target.

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- The TISF has kept up with the vehicle repair and maintenance needs of the steadily increasing County fleet without having to add mechanic positions.
- The TISF made progress to complete its conversion to new fleet information management system.
- The TISF implemented new actual cost basis billing system to bill actual cost of maintenance, parts, fuel, depreciation to user departments. Also, the pooled vehicle rate will be adjusted to better reflect the actual cost of owning and operating vehicles. New actual cost basis billing system will allow TISF to reduce the year-end deficit billing.

**TRANSPORTATION ISF** - Transportation ISF repairs and maintains county vehicles, operates pool vehicle fleet, operates body & paint shop, repairs motorized equipment, purchases new and replacement vehicles, and purchases automotive parts, supplies and contracted services.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- TISF staffing for FY 2002-03 remains constant at 90 positions. It is worth noting that for the years 1992 through 1997, the TISF position count does not include

12 warehouse support positions assigned to the TISF, which were formally added to TISF's staff in 1997. While the TISF received 12 warehouse positions in 1997, there was also a reduction of 4 mechanic staff, which resulted in a net increase of 8 positions that year.

## Budget Summary

### Changes Included in the Base Budget:

The TISF increased its base budget appropriations for equipment depreciation by \$200,000 compared to the prior fiscal year to accommodate the large increase in additional vehicles that have been added to the County fleet.

The TISF increased its base budget revenue by \$2,115,094 compared to the prior fiscal year, which reflects 100% recovery of Salaries & Benefits, Services & Supplies, and Depreciation.

FY 2001-2002 Projected revenue increased by \$7,261,961 for retained earnings GASB34 adjustment to balance the fund.

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Positions	-	90	90	90	0	0.00
Total Revenues	15,238,041	20,186,174	14,541,610	22,610,729	8,069,118	55.49
Total Requirements	16,029,872	20,186,174	25,196,853	22,610,729	(2,586,124)	-10.26
Balance	(791,831)	0	(10,655,242)	0	10,655,242	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Transportation Internal Service Fund in the Appendix on page 702.

### Highlights of Key Trends:

- The Transportation ISF expects to continue increasing its contracts with private vendors for vehicle maintenance and repair in order to keep up with the need of the expanding County fleet.

- The TISF expects to continue using its new actual cost basis billing system to bill actual costs to user departments.

## 297 - REPROGRAPHICS INTERNAL SERVICE FUND

### Operational Summary

#### Description:

To provide printing and publishing support to County agencies/departments and other government entities.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	3,603,222
Total Final FY 2002-2003 Budget:	4,641,605
Percent of County General Fund:	N/A
Total Employees:	27.00

#### Strategic Goals:

- Meet the printing requirements of our customers in an efficient, cost-effective, and timely manner. Implement an efficient online requisition, text, image, and mail merge network capabilities to Publishing Services digital printing and graphic centers. Increase printing productivity using state-of-the-art hardware and software.

#### Key Outcome Measures:

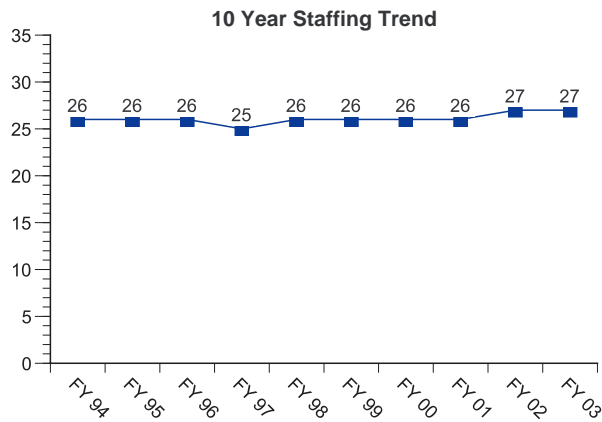
Performance Measure	2001 Business Plan Results	2002 Business Plan Target	How are we doing?
<b>CUSTOMER SATISFACTION FOR REPRODUCTION SERVICES.</b> <b>What:</b> Services for design & layout, printing, photocopying & bindery. <b>Why:</b> Meet the printing requirements of our customers in an efficient cost-effective, and timely manner.	Completed 97% of printing requests on time.	Complete 97%of printing requests on time.	On target, completing and meeting printing deadlines requested by our customers.

#### Fiscal Year FY 2001-2002 Key Project Accomplishments:

- Purchased 2 high-speed high-volume digital networked web fed printers. Purchased 3 modular digital network printers. Purchased an on-line digital platemaker and film processor.
- Developed user and administration manuals.
- Conducted training sessions every 2 weeks.
- Continue to update/enhance application features.

## Budget Summary

### Ten Year Staffing Trend:



### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Positions	-	27	27	27	0	0.00
Total Revenues	3,917,807	3,984,286	3,664,659	4,641,605	976,945	26.66
Total Requirements	3,379,928	3,984,286	4,197,604	4,641,605	444,000	10.58
Balance	537,879	0	(532,945)	0	532,945	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Reprographics Internal Service Fund in the Appendix on page 705.



## 298 - SELF-INSURED BENEFITS INTERNAL SERVICE FUND

### Operational Summary

#### Description:

The Self-Insured Benefits Internal Service Fund (ISF) provides for salary continuance and dental benefits.

#### At a Glance:

Total FY 2001-2002 Actual Expenditure + Encumbrance:	2,466,730
Total Final FY 2002-2003 Budget:	6,738,808
Percent of County General Fund:	N/A
Total Employees:	0.00

### Final Budget and History:

Sources and Uses	FY 2000-2001 Actual Exp/Rev	FY 2001-2002 Final Budget	FY 2001-2002 Actual Exp/Rev <sup>(1)</sup>	FY 2002-2003 Final Budget	Change from FY 2001-2002 Actual	
					Amount	Percent
Total Revenues	5,460,517	4,916,132	6,464,122	6,738,808	274,685	4.25
Total Requirements	1,863,428	4,916,132	2,467,637	6,738,808	4,271,170	173.09
Balance	3,597,089	0	3,996,485	0	(3,996,485)	-100.00

(1) Amounts include prior year expenditures and exclude current year encumbrances. Therefore, the totals listed above may not match Total FY 2001-02 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Self-Insured Benefits Internal Service Fund in the Appendix on page 708.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

Cooperate in meeting the overall mission of the County Executive Office.

#### Changes Included in the Base Budget:

No significant changes.